

**National Provider Identifier (NPI)
FREQUENTLY ASKED QUESTIONS (FAQs)**

1. What is the National Provider Identifier (NPI)?

The NPI is a unique single provider identifier replacing the different provider identifiers health care providers, such as dentists, currently use for each health plan in which they do business. The NPI remains with the provider regardless of job or location changes.

2. I do not nor do I plan to file electronically. Do I still need to apply for and submit a NPI?

Yes, DMAS is adopting the NPI as the standard for identifying all providers on all transactions, including paper claims. Therefore, you are required to obtain an NPI to participate in the *Smiles For Children* program even if you do not use electronic transactions.

3. I have already applied and received a NPI. Do I need to apply again for an NPI specific to the *Smiles For Children* program or Doral?

No, you need only apply once for a NPI. The same NPI is used for every health plan. Simply, record your NPI on the attached letter and return the letter to Doral.

4. I received a letter from the DMAS/First Health Services Corporation regarding submission of my NPI in order to participate in Medicaid and other DMAS programs. Where do I submit my information?

Once you receive your NPI from the National Plan and Provider Enumeration System (NPPES), please submit the information directly to Doral Dental USA at:

ATTN: Provider Data
12121 N. Corporate Parkway
Mequon, WI 53092

If you anticipate that you will also be filing medical claims under Medicaid's Fee-For-Service medical plan, you must also complete and return the requested information forwarded to you from DMAS/First Health Services Corporation.

Please follow the instructions from DMAS/First Health Services Corporation regarding submission of the information.

5. What is the deadline for submission of my NPI?

Health Plans, including Medicare and Medicaid, must accept and use NPIs in standard transactions by May 23, 2007. To prepare for the transition to the NPI, Doral and DMAS are targeting First Quarter 2007 as the starting date for using NPIs in transactions from providers and trading partners. **You should plan to obtain and submit your NPI to Doral no later than First Quarter 2007.**

6. What will happen if I do not submit my NPI to Doral by May 23, 2007?

HIPAA covered entities, such as Doral, must use NPIs to identify health care providers in standard transactions. These transactions include claims, eligibility inquiries and responses, claim status inquiries and responses, referrals, and remittance advices. Failure to submit your NPI to Doral will result in delay of pertinent information and non-payment of your claims. Beginning May 23, 2007, your NPI is required to be in Doral's system in order to do business with and receive reimbursement for services under the *Smiles For Children*.

7. Where can I obtain additional NPI related information?

You may obtain additional NPI related information from the following sites:

<http://aspe.hhs.gov/admnsimp/faqnpi.htm>

CMS Frequently Asked Questions about the National Provider Identifier

<http://www.cms.hhs.gov/NatinalProviderStand/>

CMS Overview of the National Provider Identifier Standard

<http://www.hipaadvisory.com/regs/finalprovid/>

HIPAA Advisory of the National Provider Identifier Standard

8. I received an Electronic Funds Transfer Application from DMAS/First Health Services Corporation. Should I complete the form and return it to Doral?

Unless you provide services under the medical plan, please disregard the NPI and Electronic Funds Transfer Application information received from DMAS/First Health Services Corporation. In the upcoming months, Doral will implement Electronic Funds Transfer for providers participating in the Smiles For Children program. As details of Doral's Electronic Funds Transfer process are finalized, you will receive communication from Doral regarding the process and instructions regarding how to enroll.

9. Several providers practice with my dental office. Can my office submit one form that lists the NPI information for each provider?

No, a separate form is required for each provider. The form provided to you includes the information necessary to identify you (i.e. name, address, etc.). To ensure that your NPI is accurately documented in your profile, please be sure to complete and return the form provided to you.